

Call for Erasmus+ KA107 Training 2021/2022 at the Universidad de León (Spain)

Within the framework of the Erasmus+ program (Key Action 107) the Universidad de León has been the beneficiary of a grant destined to finance mobility stays during the 2021/2022 academic year. Under the 2019-1-ES01-KA107-063766 project, the Vice-rectorate for Internationalisation of the Universidad de León offers 3 grants for Training Mobility at University Vlore Ismail Qemali

Requirements

- Applicants must be Faculty members or Administrative staff at the University Vlore Ismail Qemali.
- Mobility must be completed before July 15th 2022.
- Applicants need to fill in a Mobility Agreement (see Anex I) stating their training programme.
- Applicants also need to fill in an Incoming Staff Member Under Erasmus+ KA107 Project (See Anex II) and send it to erasmuska107@unileon.es. Having a profile will help find a match with a faculty or staff member at the Universidad de León. If the candidate has already got a contact at ULE, he/she should mention it. **Final acceptance as a grant beneficiary subject to finding a faculty or staff member from ULE to work with.**
- Beneficiaries will need to take an accident and emergency insurance that covers the duration of their mobility, we require the Oncampus insurance for their extense coverage.
 - <https://oncampus.es/seguros/oncampus-pdipas/>.

Financial support

Each grant will be financed as follows:

- Individual support: **1.120 €**
- Travel expenses: **360 €**.

Time

The period of stay comprises 5 activity days and 2 days of travel.

Applications

The University of Vlora, prepares the announcement/call for application according to the modalities set and sent by the responsible offices of the partner institution. Prior to publication, the call for application shall be forwarded to the Head/s of Departments to whom the relevant mobility is addressed in order to review and suggest the necessary changes, if any. After the final version will be approved by the Rector the call for application will be published on the official UV's website and social networks. In the call are prescribed the mobility terms, criteria and application deadlines, documents required for application and how to submit them, application method, selection method, Academic Coordinator contacts responsible for academic terms in agreement, Administrative Coordinator contact, student/staff rights and obligations as well as any information deemed necessary.

Documents needed to apply:

- Application form.
- Copy of the passport.
- Document that certifies the status of the employee at UV.
- Curriculum Vitae in english.
- Certificate of english language proficiency (minimum required level B2).
- Declaration from the Rector/ Dean of the faculty that permits to follow the mobility.

- Staff Mobility Agreement. (Attached to the call).

Application deadline

30/09/2021

Valorisation scale and selection criteria

The Ad-Hoc commission group evaluates the applicants (staff) according to their application documents and decide the success candidates according to the standards and the following scoring scheme:

- Academic Achievement for Academic Staff / Work experience/ performance for Administrative Staff.
- A solid command of written and spoken English as required at the inter-institutional agreement.
- Priority is given to staff who has not previously participated in a mobility exchange.
Additional criteria may include:
 - Proposed work plan (teaching/training staff mobility agreement)
 - Gender equality (when possible, respecting gender equality within candidates)

Each member of the commission declares with written responsibility that there is no conflict of interest in his / her participation in the candidate selection process. This statement is an integral part of the commission's decision on the ranking of candidates for mobility. The decision should be accompanied by a scorecard for all candidates. The IRO will notify the applicants about the commission's decision through e-mail. The applicants have the right to appeal the decision of the ad-hoc committee to the Rector within 5 days of receiving the notification. In this case the Rector sets up a commission to evaluate the applicant's complaint.

Selection and adjudication

The Selection Committee for the adjudication of the mobilities will be formed by:

- 3 (three) members proposed by the department that covers the fields in the inter-institutions agreement (In cases where the call is addressed to staff from one department) or 3 (three) members of the academic staff assembly (In cases where the call is addressed to staff from two or more departments).
- 1 (one) member from the IRO.
- 1 (one) member from the Communication and Human Resources Directory.

For more information contact:

- The academic coordinator Dr. Eva Çipi (eva.cipi@univlora.edu.al).
- International relation office (international@univlora.edu.al).

For more information contact: erasmuska107@unileon.es

ANEX I

Mobility Agreement Staff Mobility For Trainingⁱ

Planned period of the training activity: from *[day/month/year]* till *[day/month/year]*

This project has been funded with support from the European Commission. This publication [communication] reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein

Duration (days) – excluding travel days:

The Staff Member

Last name (s)		First name (s)	
I.D number (N.I.F.)		Category	
Seniority ⁱⁱ		Nationality ⁱⁱⁱ	
Sex [M/F/Undefined]		Academic year	20../20..
E-mail		Phone number/extension	

The Sending Institution

Name	University of Vlora "Ismail Qemali"	Faculty/Department	
Erasmus code ^{iv} (if applicable)			
Address	L. Pavarësia Rr. Kosova 9400 Vlorë	Country/ Country code ^v	Albania/ AL
Contact person name and position	Academic Contact: Dr. Eva Çipi Director of Interdisciplinary Regional Development Study Center Administrativ contact: Rezarta Sinanaliaj Director of Internal Quality Assurance and Projects Unit	Contact person e-mail / phone	eva.cipi@univlora.edu.al rezarta.sinanaliaj@univlora.edu.al

The Receiving Institution

Name	Universidad de León	Faculty/Department	Vicerrectorado de Internacionalización
Erasmus code (if applicable)	E LEON01		
Address	Edificio de Servicios S/N Campus de Vegazana E-24071 León	Country/ Country code	ESPAÑA / ES
Contact person, name and position	Roberto Baelo Álvarez Vice-Rector	Contact person e-mail / phone	internacional@unileon.es 987 291650/1656

For guidelines, please look at the end notes on page 3.

Section to be completed BEFORE THE MOBILITY

I. PROPOSED MOBILITY PROGRAMME

Language of training:

Overall objectives of the mobility:
Training activity to develop pedagogical and/or curriculum design skills: Yes <input type="checkbox"/> No <input type="checkbox"/>
Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):
Activities to be carried out:
Expected outcomes and impact (e.g. on the professional development of the staff member and on both institutions):

II. COMMITMENT OF THE THREE PARTIES

By signing^{vi} this document, the staff member, the sending institution and the receiving institution/enterprise confirm that they approve the proposed mobility agreement.

The sending higher education institution supports the staff mobility as part of its modernisation and internationalisation strategy and will recognise it as a component in any evaluation or assessment of the staff member.

The staff member will share his/her experience, in particular its impact on his/her professional development and on the sending higher education institution, as a source of inspiration to others.

The staff member and the beneficiary institution commit to the requirements set out in the grant agreement signed between them.

The staff member and the receiving institution/enterprise will communicate to the sending institution any problems or changes regarding the proposed mobility programme or mobility period.

The staff member

Name:

Signature:

Date:

The sending institution

Name of the responsible person: Head of Unit

Signature:

Date:

Name of the responsible person: Rector of the University of Vlora

Prof. Dr. Roland Zisi

Signature:

Date:

The receiving institution/enterprise

Name of the responsible person:

Signature:

Date:

ⁱ Adaptations of this template:

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- In case the mobility combines teaching and training activities, **the mobility agreement for teaching template** should be used and adjusted to fit both activity types.
 - In the case of **mobility between Programme and Partner Countries**, this agreement must be always signed by the staff member, the Programme Country HEI as beneficiary and the Partner Country HEI as sending or receiving organisation. In case of mobility from Partner Country HEIs to Programme Country enterprises the last box should be duplicated to include the signature of the Programme Country HEI (the beneficiary) and the receiving organisation (four signatures in total).
- ii **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience).
- iii **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport.
- iv **Erasmus Code:** A unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education receives. It is only applicable to higher education institutions located in Programme Countries.
- v **Country code:** ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>.
- vi Circulating papers with original signatures is not compulsory. Scanned copies of signatures or electronic signatures may be accepted, depending on the national legislation of the country of the sending institution (in the case of mobility with Partner Countries: the national legislation of the Programme Country). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution.

ANEX II

INCOMING STAFF MEMBER UNDER ERASMUS+ KA107 PROJECT / FICHA PERSONAL ENTRANTE PROGRAMA ERASMUS+ KA107	
SURNAME / APELLIDOS	NAME / NOMBRE
UNIVERSITY / UNIVERSIDAD	COUNTRY / PAÍS
Faculty you belong to / Facultad a la que pertenece en su Universidad.	
Department you belong to / Servicio al que pertenece.	
Seniority at your university / Antigüedad en su Universidad.	
Preferred department/s for your training activity / Servicio/s de su preferencia para la actividad de formación.	
Have you got any contacts at the Universidad de León? If so, please indicate full name / ¿Ha establecido contacto con algún miembro del personal de la Universidad de León? En caso afirmativo, indique nombre completo.	

LANGUAGES / IDIOMAS	LEVEL / NIVEL
Brief CV / Breve CV.	